

# Island County Council of Governments

## Members

Island County



Town of  
Coupeville



City of  
Oak Harbor



City of  
Langley



Island County  
Port Districts



**May 25, 2011**

Elected officials from Island County, City of Oak Harbor, City of Langley, Town of Coupeville and the Port Districts of Coupeville and South Whidbey will meet as the Island County Council of Governments in regular session May 25, 2011 beginning at 9:00 a.m. in the Commissioner's Hearing Room at 1 NE 6th Street, with the following agenda items scheduled:

- 1) Approval of minutes of regular meeting held April 27, 2011
- 2) Update on outstanding Rural Economic Development Grants
  - a) Freeland Sewer District
  - b) Port of South Whidbey
  - c) City of Langley
  - d) City of Oak Harbor
- 3) Review of Financial Status of Rural Economic Development Funds
- 4) Update on 2% Interlocal Agreement Process
- 5) Interlocal Agreement for Affordable Housing
  - a) Status of each entity...Signed? Questions?
- 6) Approve Vouchers for Sustainable Whidbey Coalition
  - a) Britt Conn for \$971.65
  - b) GreenGeeks for \$65.40
  - c) Jacob Dubail Design for \$900.00
- 7) COG Schedule for July and August
- 8) Items of Mutual Interest
- 9) Adjournment

**RTPO MEETING TO FOLLOW AT 11:00 A.M.**

**Interlocal cooperation agreement between Island County and the cities of Langley and Oak Harbor, and the Town of Coupeville for the purpose of the formation of the Island County Housing Advisory Board to administer recording surcharge funds generated as a result of Substitute House Bill 2060, Engrossed Second Substitute House Bill 2163, Engrossed Second Substitute House Bill 1359, Engrossed Second Substitute House Bill 2331, and RCW 36.22.178, RCW 36.22.179, and RCW 36.22.1791**

This Agreement is entered into between Island County and the Cities of Langley, Oak Harbor, and the Town of Coupeville for the purpose of creating an inter-local cooperation agreement directing the use of housing program funds generated from a surcharge on recording specified documents at the Island County Auditor's Office to fund low, extremely low, very low income, and homeless housing programs throughout Island County.

WHEREAS, the Washington State Legislature passed Substitute House Bill 2060 (SHB 2060) during the 57th Legislative Session, and the Governor signed the bill on April 2, 2002; and

WHEREAS, the Washington State Legislature passed Engrossed Second Substitute House Bill 2163 during the 59th Legislative Session, and the Governor signed the bill on May 16, 2005; and

WHEREAS, the Washington State Legislature passed Engrossed Second Substitute House Bill 1359 during the 60th Legislative Session, and the Governor signed the bill on May 11, 2007; and

WHEREAS, the Washington State Legislature passed Engrossed Second Substitute House Bill 2331 during the 61st Legislative Session, and the Governor signed the bill on May 12, 2009; and

WHEREAS, these bills establish a surcharge on specified documents recorded at the Island County Auditor's office for the purpose of providing funds for housing programs benefiting low, extremely low, and very low income and/or homeless persons; and

WHEREAS, SHB 2060 requires that Island County enter into an inter-local agreement with the Cities of Langley, Oak Harbor, and the Town of Coupeville, directing the expenditure of these funds; and

WHEREAS, ESSB 2163 requires the formation of a local homeless housing task force to create a local homeless housing plan; and

NOW, THEREFORE the Island County Board of Commissioners hereby resolves that one Committee shall be established to comprehensively address the issues of homelessness and affordable housing, known as the Island County Housing Advisory Board.

IN CONSIDERATION of the mutual housing benefits for low income and homeless persons, the signatories to this Agreement agree as follows:

A. The purpose of this agreement shall be to provide for the administration and expenditure of revenue generated from the recording surcharge authorized under the provisions of SHB 2060 and Chapter 36.22.178 RCW, the revenue generated from the recording surcharge authorized under the provisions of ESSHB 1359 and Chapter 36.22.179 RCW, and the revenue generated from the recording surcharge authorized under the provisions of ESSHB 2163 and Chapter 36.22.179 RCW, and the revenue generated from recording surcharge authorized under the provisions of ESSHB 2331 and Chapter 36.22.179 RCW.

B. The initial function of the Housing Advisory Board is to update and provide recommendations related to the Island County 10-Year Plan to Reduce Homelessness. Thereafter, and not less than annually, the Island County Housing Advisory Board shall make recommendations to the Board of County Commissioners for expenditure of the "2060" funds (which is established as County Fund 105) and the "2163" funds (which is established as County Fund 106). Expenditure of these funds shall be consistent with the legislation establishing the funds and further which comprehensively addresses homelessness and affordable housing needs of the County.

C. The membership of the Island County Housing Advisory Board shall consist of the following members:

- 1) A Representative from Island County.
- 1) A Representative from the City of Oak Harbor.
- 2) A Representative from the City of Langley.
- 3) A Representative from the Town of Coupeville.
- 4) A Representative from Camano Island.
- 5) One homeless person or formerly homeless person.
- 6) A representative of a private nonprofit organization with experience in low-income housing.
- 7) Up to 9 at large members that include representatives from the construction industry, property management industry, real estate industry and agencies who serve low income households.

D. The administering agency for the funds distributed under this agreement shall be: Island County Human Services Department.

E. The administering agency shall report to the parties of this Agreement at least annually regarding the funds expended under this Agreement.

F. No separate legal or administrative entity is created or intended to be created hereby. The Chair of the Board of Island County Commissioners or her qualified designee shall be administrator of all aspects of this agreement on behalf of the parties.

G. The Board of Island County Commissioners is designated as the administrator responsible for overseeing and administering the joint or cooperative undertaking contemplated by this agreement. No property shall be acquired by the parties to this agreement by reason of this joint or cooperative undertaking.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2011

**Board of County Commissioners  
Island County, Washington**

**City of Langley**

\_\_\_\_\_  
Angie Homola, Chair

\_\_\_\_\_  
Paul Samuelson

\_\_\_\_\_  
Helen Price Johnson

**City of Oak Harbor**

\_\_\_\_\_  
Kelly Emerson

\_\_\_\_\_  
Jim Slowik

**ATTEST:**

**Town of Coupeville**

\_\_\_\_\_  
Elaine Marlow, Clerk of the Board

\_\_\_\_\_  
Nancy Conard

AMENDMENT NO. 2 TO  
INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITIES OF  
LANGLEY AND OAK HARBOR, ISLAND COUNTY, AND THE TOWN OF  
COUPEVILLE FOR THE PURPOSE OF ADMINISTERING RECORDING  
SURCHARGE FUNDS GENERATED AS ALLOWED UNDER RCW 36.22.178

The original Interlocal Cooperation Agreement was entered into on June 16, 2003 between the cities of Langley and Oak Harbor, Island County, the town of Coupeville and the Housing Authority of Island County for the purpose of creating an interlocal agreement for the use of funds created through the surcharge of ten dollars for each document recorded through the County Auditor's office to fund housing programs for extremely low and very low income persons throughout Island County. Amendment No. 1 was entered into by the parties on October 2, 2006.

This Amendment No. 2 amends the Agreement, as follows:

The June 16, 2003 Interlocal Cooperation Agreement, which was recorded under Island County Auditor's file number 4067793, and thereafter modified by Amendment No. 1 on October 2, 2006, is hereby terminated. Prior to its entry into force, this Amendment No. 2 shall be filed with the Island County Auditor.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**Board of County Commissioners  
Island County, Washington**

\_\_\_\_\_  
Angie Homola, Chair

\_\_\_\_\_  
Helen Price Johnson

\_\_\_\_\_  
Kelly Emerson

**ATTEST:**

\_\_\_\_\_  
Elaine Marlow, Clerk of the Board

**City of Langley**

\_\_\_\_\_  
Paul Samuelson

**City of Oak Harbor**

\_\_\_\_\_  
Jim Slowik

**Town of Coupeville**

\_\_\_\_\_  
Nancy Conard

**Housing Authority of Island County**

\_\_\_\_\_  
Teri Anania, Executive Director

Britt Conn

3464 Quade Rd.

Clinton, WA 98236

Phone: 360 321-2805

E-Mail: britt@sustainablewhidbey.org

## invoice

Bill To:

Council of Governments

Sustainable Whidbey Coalition

Date	Description	Time	Hours	Total
4/22	Call w/J. Dubail re: new SWC site; SC agenda	9:30-10:30	1	25
4/25	Nichols Bros re: WGS sponsorship; WICD tour 5/10	12:30-1:30	1	25
4/26	SWC SC mtg prep	8:00-9:30	1.5	37.5
4/27	Mtg prep complete; SC Mtg; Mtg w/Timothy Lawrence	5:15-6:15, 7:30-10:00, 10:30-11:30	4.5	112.5
4/28	Follow-up SC mtg; web host research	12:00-1:30	1.5	37.5
4/28	Green Geeks web host reimbursement (invoice attached)			\$65.40
5/3	Revision WGS app; Co-sponsorship strategy; Emails	1:00-2:00	1	25
5/4	Final revision WGS app	11:00-1:00	2	50
5/5	SWC mtg details, SWC website edits	12:00-1:45,	1.75	43.75
5/6	Newsletter	2:30-6:30	4	100
5/9	SWC Agenda sent; WGS delivered to south end early adopters, greenseal email setup	11:15-12:15, 3:00-5:00	3	75
5/10	SWC biz cards design; SWC Mtg Coupeville	11:30-1:30, 2:45-5:15	4.5	112.5
5/12	Delivery of final WGS appl	11:30-12	.5	12.5
5/16	Website; WGS PR materials	10:30-12:00	1.5	37.5
5/17	SWC Mtg reschedule; Emails; biz cards finished; WGS checkin; New website tutorial; website edits	1:15-4:30; 4:45-5:30	4	100
5/19	SC agenda; WGS PR; SWC site edits; directory instructions	12:30-4:00	3.5	87.5
5/20	Call w/Cathy re: WGS checkin	3:15-4:15	1	25
TOTAL:			36.25	906.25

Coordinator Compensation 906.25

Expenses for Reimbursement 65.40

Balance 971.65



GreenGeeks LLC

1158 26th St. #446  
Santa Monica, CA. 90403  
USA.

## Invoice #78832

Invoice Date: 04/28/2011

Due Date: 05/03/2011

### Invoiced To

Britt Conn  
3464 Quade Road  
Clinton, WA, 98236  
United States

**PAID**

Description	Amount
EcoSite - sustainablewhidbey.org (04/28/2011 - 04/27/2012)	\$95.40 USD
Promotional Code: 100WH - \$30.00 USD One Time Discount	\$-30.00 USD
<b>Sub Total</b>	<b>\$65.40 USD</b>
<b>Credit</b>	<b>\$0.00 USD</b>
<b>Total</b>	<b>\$65.40 USD</b>

Jacob Dubail Design  
2123 4th Ave N #5  
Seattle WA 98109

Jacob Dubail Design

Sustainable Whidbey Coalition  
Britt Conn

Invoice # 36  
Invoice Date May 20, 2011  
Amount Due \$900.00 USD

Item	Description	Unit Cost	Quantity	Line Total
WordPress	Website Migration	500.00	1	500.00
WordPress	SWC Directory	400.00	1	400.00
Total				900.00
Amount Paid				-0.00
Amount Due				\$900.00 USD

**Notes**

Thank you very much for your business!

This invoice was sent using  FreeBooks